The Shasta Children and Families First Commission

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ADVISORY COMMITTEE

Adopted Meeting Minutes – June 10, 2003

Attending Advisory Committee Members:

Barbara Lapp Nora McNeill Charlie Menoher Jenny Abbe Moyer Gerrine Peckenpaugh Tara Swanson

Staff:

Shannon Carney Debbie Peel

1. Welcome/Introductions

Debbie welcomed members and invited them to introduce themselves.

2. Public Comment

No audience members were present to offer comment.

3. Approval of May 13, 2003 minutes

The committee reviewed the meeting minutes from May 13, 2003. Charlie moved to approve the minutes as presented. Gerrine seconded the motion, and the committee voted unanimously to approve the minutes.

4. Commission Meeting Report (May 28, 2003)

Jenny represented the Advisory Committee at the May 28th Commission meeting. She reported the highlights of that meeting with an emphasis on Special Opportunity funding awards. Special Opportunity discussion included the following:

- The Commission approved all recommendations made by the Advisory Committee for Special Opportunity spring awards. Six new grants will be funded.
- The Commission expressed some concern about one grantee, Tulley's Tykes, because it is a privately owned family child care facility. Concern was dispelled as the benefits for supporting this grantee were identified. Benefits include Tulley's being the only licensed family child care facility in Shingletown and the inclusion of a project component that broadens the use of the Tulley's facility for community activities despite its private status.
- For future proposal considerations, the Commission asked that reviewers be alert to evaluating projects submitted by private organizations to insure the focus benefits children and does not simply pose a capital gain for the property owner.

Debbie reported that the Commission approved the Early Care Initiative, which allocates \$1 million to a plan consisting of four components. The components are a) higher education,

b) support for license exempt providers, c) accreditation, and d) community partnerships. Currently, a grant is being pursued through First 5 California that would provide some additional matching funds to three of the Early Care Initiative components.

5. Grantee Renewal Interview Teams

Debbie reported that the Commission appreciated the Advisory Committee's contributions to the grant renewal process. The committee's support will provide the Commission with valuable information needed to make final decisions.

The Grant Renewal Request process was reviewed. Each eligible grantee will receive renewal request instructions from First 5 Shasta. The grantee will then submit the required information and participate in an interview with Muffy and two Advisory Committee members. Because of the different dates that original grantee contracts will be ending, interviews will be scheduled in two rounds. The first round will take place between July 31st and August 6th. It will include Shasta Head Start's Second Step Program, Motherpeace Circle's Rocking Chair Project, and Acorn's Healthy Habits. The second round will take place between August 29th and September 2nd. It will include MLK's Discover My World Program and Cottonwood Library Literacy Program.

Advisory Committee members were invited to participate on at least one interview team. Volunteers were identified as follows:

Cottonwood Literacy- Tara and Charlie Rocking Chair- Nora Second Step- not yet identified Discover My World- Gerrine and Jenny Healthy Habits- Charlie

Debbie will contact absent members to fill the remaining slots. Advisory Committee members will be notified of the specific dates for interviews as soon as possible.

6. Communications Plan

Communications Plan progress and accomplishments made over the last year were reviewed. A report detailing community education and outreach progress was distributed and Advisory Committee input for the coming year was collected. (See attached) Debbie reported that the Internal Communications component of the plan was working well with strategies linking staff, grantees, Commissioners and Advisory Committee members.

7. Advisory Committee Membership Update

Gary Clark has resigned from Advisory Committee membership. The committee expressed interest in pursuing a replacement and suggested reviewing the list of candidates on file.

Debbie also invited new members to contribute names of possible interested candidates who may not have submitted a letter of interest in the past.

8. Next SCFFC Commission Meeting: June 25, 2003 – 3 to 5 p.m.

Tara Swanson volunteered to represent the committee at the next Commission meeting.

NEXT ADVISORY COMMITTEE MEETING: Tuesday, August 12, 2003 – 2 to 4 p.m.

Respectfully submitted by

Deborah Peel, Program Coordinator